

## APPENDIX C1

REQUEST FOR ADJUSTMENT OF NON-FUEL BILLING

Billing Advice Code "11"

Duplicate Bill **Received**

<u>Field Legend</u>	<u>Position(s)</u>	<u>Entry and Instructions</u>
<b>DI</b> Code	1-3	Enter " <b>FAE</b> " for initial request. Enter " <b>FAF</b> " for <b>followup</b> request. Enter "FAC" to cancel request.
<b>RI</b> Code	4-6	Perpetuate from duplicate detail billing record ( <b>DBR</b> ).
Recipient of Billing Status Code	7	Enter the applicable code.
Stock Number	8-22	Perpetuate from duplicate DBR.
U/I Code	23-24	Perpetuate from duplicate <b>DBR</b> .
Quantity	25-29	Perpetuate from duplicate DBR.
Document Number	30-43	Perpetuate from duplicate DBR.
Suffix Code	44	Perpetuate from duplicate DBR.
Supplementary Address	45-50	Perpetuate from duplicate DBR.
Signal Code	51	Perpetuate from duplicate DBR.
Fund Code	52-53	Perpetuate from duplicate DBR or enter other appropriate fund code.
Bill Number	54-58	Perpetuate from duplicate DBR.
Billing Advice Code	59-61	Enter:  59 Blank or character significant to requestor.  60-61 "11"
Day of the Year	62-64	Enter day request is submitted.

<u>Field Legend</u>	<u>Position(s)</u>	<u>Entry and Instructions</u>	
Amount	65-73	Perpetuate from duplicate DBR.	
Unit Price	74-80	Enter: 74-78 bill number under which original billing was processed.  79-80 leave blank.	

## APPENDIX C2

REQUEST FOR ADJUSTMENT OF NON-FUEL BILLING

Billing Advice Code "12"

Wrong Amount Billed

<u>Field Legend</u>	<u>Position(s)</u>	<u>Entry and Instructions</u>
<b>DI</b> Code	1-3	Enter " <b>FAE</b> " for initial request. Enter " <b>FAF</b> " for <b>followup</b> request. Enter "FAC" to cancel request.
RI Code	4-6	Perpetuate from the detail billing record ( <b>DBR</b> ).
Recipient of Billing Status Code	7	Enter the applicable code.
Stock Number	8-22	Perpetuate from the DBR.
U/I Code	23-24	Perpetuate from the DBR.
Quantity	25-29	Enter correct quantity.
Document Number	30-43	Perpetuate from the DBR.
Suffix Code	44	Perpetuate from the DBR.
Supplementary Address	45-50	Perpetuate from the DBR.
Signal Code	51	Perpetuate from the DBR.
Fund Code	52-53	Perpetuate from the DBR or enter other appropriate fund code.
Bill Number	54-58	Perpetuate from the DBR.
Billing Advice Code	59-61	Enter:  59 Blank or character significant to requestor.  60-61 "12"
Day of Year	62-64	Enter" day request is submitted.

<u>Field Legend</u>	<u>Position(s)</u>	<u>Entry and Instructions</u>
Amount	65-73	Enter the amount of adjustment (credit or additional charge) requested.
Unit Price	74-80	Enter the amount of the over or under charge in the unit price.

## APPENDIX C3

REQUEST FOR ADJUSTMENT OF NON-FUEL BILLING

Billing Advice Code "13"

**Wrong Office Billed**

<u>Field Legend</u>	<u>Position(s)</u>	<u>Entry and Instructions</u>
<b>DI</b> Code	1-3	Enter <b>"FAE"</b> for initial request. Enter <b>"FAF"</b> for <b>followup</b> request. Enter "FAC" to cancel request.
RI Code	4-6	Perpetuate from the detail billing record <b>(DBR)</b> .
Recipient of Billing Status Code	7	Enter the applicable code.
Stock Number	8-22	Perpetuate from the DBR.
U/I Code	23-24	Perpetuate from the DBR.
Quantity	25-29	Perpetuate from the DBR.
Document Number	30-43	Perpetuate from the DBR.
Suffix Code	44	Perpetuate from the <b>DBR</b> .
Supplementary Address	45-50	Perpetuate from the DBR.
Signal Code	51	Perpetuate from the DBR.
Fund Code	52-53	Perpetuate from the DBR.
Bill Number	54-58	Perpetuate from the DBR.
Billing Advice Code	59-61	Enter:  59 Blank or <b>character</b> significant to requestor.  <b>60-61 "13"</b>
Day of Year	62-64	Enter day request is submitted.
Amount	65-73	Perpetuate from the DBR.
Unit Price	74-80	Perpetuate from the DBR.

## APPENDIX C4

REQUEST FOR ADJUSTMENT OF NON-FUEL BILLING

Billing Advice Code "14"

Bill Received for Nonreimbursable Requisition

<u>Field Legend</u>	<u>Position(s)</u>	<u>Entry and Instructions</u>
<b>DI</b> Code	1-3	Enter " <b>FAE</b> " for initial request. Enter " <b>FAF</b> " for <b>followup</b> request. Enter "FAC" to cancel request.
RI Code	4-6	Perpetuate from the detail billing record ( <b>DBR</b> ).
Recipient of Billing Status Code	7	Enter the applicable code.
Stock Number	8-22	Perpetuate from the DBR.
U/I Code	23-24	Perpetuate from the DBR.
<b>Quantity</b>	25-29	Perpetuate from the DBR.
Document Number	30-43	Perpetuate from the DBR.
Suffix Code	44	Perpetuate from the DBR.
Supplementary Address	45-50	Perpetuate from the DBR.
Signal Code	51	Perpetuate from the <b>DBR</b> .
Fund Code	52-53	Perpetuate from the DBR or enter other appropriate fund code.
Bill Number	54-58	Perpetuate from the DBR.
Billing Advice Code	59-61	Enter:  59 Blank or character significant to requester.  60-61 "14"
Day of Year	62-64	Enter day request is submitted.

<u>Field Legend</u>	<u>Position(s)</u>	<u>Entry and Instructions</u>	
Amount	65-73	Perpetuate from the DBR.	
Unit Price	74-80	Perpetuate from the DBR.	

APPENDIX C5

REQUEST FOR ADJUSTMENT OF NON-FUEL BILLING

Billing Advice Code "15"

Bill Received for Unauthorized Accessorial Charge

<u>Field Legend</u>	<u>Position(s)</u>	<u>Entry and Instructions</u>
<b>DI</b> Code	1-3	Enter <b>"FAE"</b> for initial request. Enter <b>"FAF"</b> for <b>followup</b> request. Enter "FAC" to cancel request.
<b>RI</b> Code	4-6	Perpetuate from the detail billing record <b>(DBR)</b> .
Recipient of Billing Status Code	7	Enter the applicable code.
Stock Number	8-22	Leave blank.
U/I Code	23-24	<b>Leave</b> blank.
Quantity	25-29	Leave blank.
Document Number	30-43	Leave blank.
Suffix Code	44	Leave blank.
Supplementary Address	45-50	Perpetuate from the DBR.
Signal Code	51	Perpetuate from the DBR.
Fund Code	52-53	Perpetuate from the DBR or enter other appropriate fund code.
<b>Bill</b> Number	54-58	Perpetuate from the DBR.
Billing Advice Code	59-61	Enter:  59 <b>Blank</b> or character significant to requestor.  <b>60-61    "15"</b>



<u>Field Legend</u>	<u>Position(s)</u>	<u>Entry and Instructions</u>
Day of Year	62-64	Enter day request is submitted.
Amount	65-73	Perpetuate from the DBR.
Unit Price	74-80	Perpetuate from the DBR.

## APPENDIX C6

REQUEST FOR ADJUSTMENT OF NON-FUEL BILLING

Billing Advice Code "17"

Bill Received For **Cancelled** Requisition

<u>Field Legend</u>	<u>Position(s)</u>	<u>Entry and Instructions</u>
<b>DI</b> Code	1-3	Enter " <b>FAE</b> " for initial request. Enter " <b>FAF</b> " for <b>followup</b> request. Enter "FAC" to cancel request.
RI Code	4-6	Perpetuate from the <b>detail</b> billing record ( <b>DBR</b> ).
Recipient of Billing Status Code	7	Enter the applicable code.
Stock Number	8-22	Perpetuate from the DBR.
U/I Code	23-24	Perpetuate from the DBR.
Quantity	25-29	Perpetuate from the <b>DBR.</b> ,
Document Number	30-43	Perpetuate from the DBR.
Suffix Code	44	Perpetuate from the DBR.
Supplementary Address	45-50	Perpetuate from the DBR.
Signal Code	51	Perpetuate from the DBR.
Fund Code	52-53	Perpetuate from the DBR or enter other appropriate fund code.
Bill Number	54-58	Perpetuate from the DBR.
Billing Advice Code	59-61	Enter:  59 Blank or character significant to requestor.  60-61 " <b>17</b> "
Day of Year	62-64	Enter day request is submitted.

<u>Field Legend</u>	<u>Position(s)</u>	<u>Entry and Instructions</u>
Amount	65-73	Perpetuate from the DBR.
Unit Price	74-80	74-77 Enter year within decade and the day of the year cancellation confirmed (YDDD). 78-80 Leave blank.

## APPENDIX C7

REQUEST FOR ADJUSTMENT OF NON-FUEL BILLING

Billing Advice Code "18"

Bill Received for Backordered Materiel

<u>Field Legend</u>	<u>Position(s)</u>	<u>Entry and Instructions</u>
DI Code	1-3	Enter "FAE" for initial request. Enter "FAF" for <b>followup</b> request. Enter "FAC" to cancel request.
RI Code	4-6	Perpetuate from the detail billing record (DBR).
Recipient of Billing Status Code	7	Enter the applicable code.
Stock Number	8-22	Perpetuate from the DBR.
U/I Code	23-24	Perpetuate from the DBR.
Quantity	25-29	Perpetuate from the DBR.
Document Number	30-43	Perpetuate from the DBR.
Suffix Code	44	Perpetuate from the DBR.
Supplementary Address	45-50	Perpetuate from the DBR.
Signal Code	51	Perpetuate from the DBR.
Fund Code	52-53	Perpetuate from the DBR or enter other appropriate fund code.
Bill Number	54-58	Perpetuate from the DBR.
Billing Advice Code	59-61	Enter:  59 Blank or character significant to requestor.  60-61 "18"
Day of Year	62-64	Enter day request is submitted.

<u>Field Legend</u>	<u>Position(s)</u>	<u>Entry and Instructions</u>
Amount	65-73	Perpetuate from the DBR.
Unit Price	74-80	Perpetuate from the DBR.

## APPENDIX C8

REQUEST FOR ADJUSTMENT OF **NON-FUEL** BILLING

Billing Advice Code "19"

Incomplete Bill: Detail Billing Records **Do Not** Support Amount Billed

<u>Field Legend</u>	<u>Position(s)</u>	<u>Entry and Instructions</u>
DI Code	1-3	Enter <b>"FAE"</b> for initial request. Enter <b>"FAF"</b> for followup request. Enter "FAC" to cancel request.
RI Code	4-6	Perpetuate from the detail billing record <b>(DBR)</b> .
Recipient of Billing Status Code	7	Enter the applicable code.
Stock Number	8-22	Leave blank.
U/I Code	23-24	Leave blank.
Quantity	25-29	Leave blank.
Document Number	30-43	Enter:  30-35 Billed Office DoDAAC. 36-43 Assigned by requestor.
Suffix Code	44	Leave blank.
Supplementary Address	45-50	Leave blank.
Signal Code	51	Leave blank.
Fund Code	52-53	Perpetuate from the SBR.
Bill Number	54-58	Perpetuate from the SBR.
Billing Advice Code	59-61	Enter:  59 Blank or character significant to <b>requestor</b> .  60-61 "19"

<u>Field Legend</u>	<u>Position(s)</u>	<u>Entry and Instructions</u>	
Day of Year	62-64	Enter day request is submitted.	
Amount	65-73	Enter the amount unsupported.	
Unit Price	74-80	Leave blank.	

## APPENDIX C9

REQUEST FOR ADJUSTMENT OF NON-FUEL BILLING

Billing Advice Code "20"

Bill Received Following Billing Office Reply that  
Billing **Could** Not be Rendered

<u>Field Legend</u>	<u>Position(s)</u>	<u>Entry and Instructions</u>
<b>DI</b> Code	1-3	Enter "FAE" for initial request. Enter <b>"FAF"</b> for <b>followup</b> request. Enter "FAC" to cancel request.
<b>RI</b> Code	4-6	Perpetuate from the detail billing record <b>(DBR)</b> .
Recipient of Billing Status Code	7	Enter the applicable code.
Stock Number	8-22	Perpetuate from the DBR.
<b>U/I</b> Code	23-24	Perpetuate from the <b>DBR</b> .
Quantity	25-29	Perpetuate from the DBR.
Document Number	30-43	Perpetuate from the DBR.
Suffix Code	44	Perpetuate from the <b>DBR</b> .
Supplementary Address	45-50	Perpetuate from the DBR.
Signal Code	51	Perpetuate from the DBR.
<b>Fund</b> Code	52-53	Perpetuate from the DBR or enter other appropriate fund code.
Bill Number	54-58	Perpetuate from the DBR.
Billing Advice Code	59-61	Enter:  59 Blank or character significant to requestor.  60-61 <b>"20"</b>



<u>Field Legend</u>	<u>Position(s)</u>	<u>Entry and Instructions</u>
Day of Year	62-64	Enter day request is submitted.
Amount	65-73	Perpetuate from the DBR.
Unit Price	74-80	Perpetuate from the DBR.

## APPENDIX C10

REQUEST FOR ADJUSTMENT OF NON-FUEL BILLING

Billing Advice Code "21"

**DISREP** (SF 361) Submitted and Adjustment Not Received

<u>Field Legend</u>	<u>Position(s)</u>	<u>Entry and Instructions</u>
<b>DI</b> Code	1-3	Enter <b>"FAE"</b> for initial request. Enter <b>"FAF"</b> for <b>followup</b> request. Enter "FAC" to cancel request.
RI Code	4-6	Perpetuate from the detail billing record <b>(DBR)</b> .
Recipient of Billing Status Code	7	Enter the applicable code.
Stock Number	8-22	Perpetuate from the DBR.
U/I Code	23-24	Perpetuate from the <b>DBR</b> .
Quantity	25-29	Enter discrepant quantity.
Document Number	30-43	Perpetuate from the DBR.
Suffix Code	44	Perpetuate from the DBR.
Supplementary Address	45-50	Perpetuate from the DBR.
<b>Signal</b> Code	51	Perpetuate from the DBR.
Fund Code	52-53	Perpetuate from the DBR or enter other appropriate fund code.
Bill Number	54-58	Perpetuate from the DBR.
Billing Advice Code	<b>59-61</b>	Enter:  59 Blank or character significant to requestor.  60-61 <b>"21"</b>
Day of Year	62-64	Enter day request is submitted.

<u>Field Legend</u>	<u>Position(s)</u>	<u>Entry and Instructions</u>
Amount	65-73	Enter the amount of credit requested.
Unit Price	74-80	Enter:  74-77 year within decade and day of year SF 361 was submitted <b>(YDDD)</b> .  78-80 Leave blank.

## APPENDIX C11

REQUEST FOR ADJUSTMENT OF NON-FUEL BILLING

Billing Advice Code "23"

Promised Adjustment Not Received

<u>Field Legend</u>	<u>Position(s)</u>	<u>Entry and Instructions</u>
<b>DI</b> Code	1-3	Enter " <b>FAE</b> " for initial request. Enter " <b>FAF</b> " for followup request. Enter "FAC" to cancel request.
<b>RI</b> Code	4-6	Perpetuate from the reply (DI code FAR or FAS record).
Recipient of Billing Status Code	7	Enter the applicable code.
Stock Number	8-22	Perpetuate from the reply.
<b>U/I</b> Code	23-24	Perpetuate from the reply.
Quantity	25-29	Perpetuate from the reply.
Document Number	30-43	Perpetuate from the reply.
Suffix Code	44	Perpetuate from the reply.
Supplementary Address	45-50	Perpetuate from the reply.
Signal Code	51	Perpetuate from the reply.
Fund Code	52-53	"perpetuate from the reply.
Bill Number	54-58	Perpetuate from the reply.
Billing Advice Code	59-61	Enter:  59 Blank or character significant to requestor.  60-61 "23"
Day of Year	62-64	Enter day request is submitted.

<u>Field Legend</u>	<u>Position(s)</u>	<u>Entry and Instructions</u>
Amount	65-73	Enter the amount of the adjustment promised.
Unit Price	74-80	Enter:  74-77 year within decade and day of year adjustment promised <b>(YDDD)</b> .  78-80 Leave blank.

Transfer

APPENDIX C12

REQUEST FOR ADJUSTMENT OF NON-FUEL BILLING

Billing Advice Code "24"

Reply to QDR (SF 368) Promised Adjustment- , Adjustment Not Received

<u>Field Legend</u>	<u>Position(s)</u>	<u>Entry and Instructions</u>
DI Code	1-3	Enter "FAE" for initial request. Enter <b>"FAF"</b> for <b>followup</b> request. Enter "FAC" to cancel request.
RI Code	4-6	Enter the RI code of the office which replied to the Quality Deficiency Report (QDR).
Recipient of Billing Status Code	7	Enter the applicable code.
Stock Number	8-22	Perpetuate from the QDR.
U/I Code	23-24	Perpetuate from the QDR.
Quantity	25-29	Perpetuate from the QDR.
Document Number	30-43	Perpetuate from the QDR.
Suffix Code	44	Perpetuate from the QDR.
Supplementary Address	45-50	Perpetuate from the QDR.
Signal Code	51	Perpetuate from the QDR.
Fund Code	52-53	Perpetuate from the QDR.
Bill Number	54-58	Enter bill number under which item was billed, if known. Otherwise, leave blank.
Billing Advice Code	59-61	Enter:  59 Blank or character significant to requestor.  60-61 <b>"24"</b>

<u>Field Legend</u>	<u>Position(s)</u>	<u>Entry and Instructions</u>
Day of Year	62-64	Enter day request is submitted.
Amount	65-73	Enter the amount of the adjustment promised.
Unit Price	74-80	Enter: ,  74-77 year within decade and the day of the year adjustment promised.  78-80 Leave blank.

## APPENDIX C13

REQUEST FOR ADJUSTMENT OF NON-FUEL BILLING

Billing Advice Code "26"

Reply to ROD (SF 364) Promised Adjustment- Adjustment Not Received

<u>Field Legend</u>	<u>Position(s)</u>	<u>Entry and Instructions</u>
DI Code	1-3	Enter <b>"FAE"</b> for initial request. Enter <b>"FAF"</b> for <b>followup</b> request. Enter "FAC" to cancel request.
RI Code	4-6	Perpetuate from the <b>detail</b> billing record <b>(DBR)</b> .
Recipient of Billing Status Code	7	Enter the applicable code.
Stock Number	8-22	Perpetuate from the DBR.
U/I Code	23-24	Perpetuate from the DBR.
Quantity	25-29	Perpetuate from the DBR.
Document Number	30-43	Perpetuate from the DBR.
Suffix Code	44	Perpetuate from the DBR.
Supplementary Address	45-50	Perpetuate from the DBR.
<b>Signal</b> Code	51	Perpetuate from the DBR.
Fund Code	52-53	Perpetuate from the DBR.
Bill Number	54-58	Perpetuate from the DBR.
Billing Advice Code	59-61	Enter:  59 Blank or character significant to requestor.  60-61 <b>"26"</b>
Day of year	62-64	Enter day request is submitted.



<u>Field Legend</u>	<u>Position(s)</u>	<u>Entry and Instructions</u>
Amount	65-73	Perpetuate from the DBR.
Unit Price	74-80	Enter:  74-77 year within decade and day of year of ROD reply.  78-80 Leave blank.

## APPENDIX C14

REQUEST FOR ADJUSTMENT OF NON-FUEL BILLING

Billing Advice Code "34"

Requisitioned Materiel Received- Request Billing Status

<u>Field Legend</u>	<u>Position(s)</u>	<u>Entry and Instructions</u>
<b>DI</b> Code	1-3	Enter <b>"FAE"</b> for initial request. Enter <b>"FAF"</b> for <b>followup</b> request. Enter <b>"FAC"</b> to cancel request.
<b>RI</b> Code	4-6	Perpetuate from the requisition.
Recipient of Billing <b>Status</b> Code	7	Enter the applicable code.
Stock Number	8-22	Perpetuate from the requisition.
U/I Code	23-24	Perpetuate from the requisition.
Quantity	25-29	Perpetuate from <b>the</b> requisition.
Document Number	30-43	Perpetuate from the requisition.
Suffix Code	44	Perpetuate from the requisition.
Supplementary Address	45-50	Perpetuate from the requisition.
<b>Signal</b> Code	51	Perpetuate from the requisition.
Fund Code	52-53	Perpetuate from the requisition.
Bill Number	54-58	Enter the year and month the materiel was received:  54-55 Decade and year  56-58 Month
Billing Advice Code	59-61	Enter:  59 Blank or character significant to requestor.  60-61 "34"

<u>Field Legend</u>	<u>Position(s)</u>	<u>Entry and Instructions</u>	
Day of Year	62-64	Enter day request is submitted.	
Amount	65-73	Leave blank.	
Unit Price	74-80	Leave blank'.	

## APPENDIX C15

REQUEST FOR ADJUSTMENT OF NON-FUEL BILLING

Billing Advice Code "41"

Request Copy of Billing

<u>Field Legend</u>	<u>Position(s)</u>	<u>Entry and Instructions</u>
<b>DI</b> Code	1-3	<b>Enter "FAE"</b> for initial request. Enter <b>"FAF"</b> for <b>followup</b> request. Enter "FAC" to cancel request.
RI Code	4-6	Enter the RI code of the billing office.
Recipient of Billing Status Code	7	Enter the applicable code.
Stock Number	8-22	Leave blank.
U/I Code	23-24	Leave blank.
Quantity	25-29	Leave blank.
Document Number	30-43	Enter:  30-35 DoDAAC of the billed office.  36-40 Leave blank.  41-43 Year within decade and month of billing ( <b>YDDD</b> ).
Suffix Code.	44	Leave blank.
Supplementary Address	45-50	Enter DoDAAC to which copy is to be sent if different from the <b>DoDAAC</b> of the billed office. Otherwise, leave blank.
Signal Code	51	Leave blank.
Fund Code	52-53	Leave blank.

<u>Field Legend</u>	<u>Position(s)</u>	<u>Entry and Instructions</u>
Bill Number	54-58	Enter the bill number of the requested bill.
Billing Advice Code	59-61	Enter:  59 Blank or character significant to requestor.  60-61 "41"
Day of Year	62-64	Enter day request is submitted.
Amount	65-73	If known, enter the amount of the bill being requested. Otherwise, leave blank.
Unit Price	74-80	Leave blank.

## APPENDIX C16

REQUEST FOR ADJUSTMENT OF NON-FUEL BILLING

Billing Advice Code "51"

**Unable** to Process Bill **Under** Interfund Procedures

<u>Field Legend</u>	<u>Position(s)</u>	<u>Entry and Instructions</u>
<b>DI</b> Code	1-3	Enter <b>"FAE"</b> for initial request. Enter <b>"FAF"</b> for <b>followup</b> request. Enter <b>"FAC"</b> to cancel request.
RI Code	4-6	Perpetuate the billing RI code from the SBR (DI code <b>FS_</b> ).
Recipient of Billing Status Code	7	Enter the applicable code.
Stock Number	8-22	Leave blank.
U/I Code	23-24	Leave blank.
Quantity	25-29	Leave blank.
Document Number	30-43	Leave blank.
Suffix Code	44	Leave blank.
Supplementary Address	45-50	Leave blank.
Signal Code	51	Leave blank.
Fund Code	52-53	Leave blank.
<b>Bill</b> Number	54-58	Perpetuate from SBR.
Billing Advice Code	59-61	Enter:  59 Blank or character significant to requestor.  60-61 <b>"51"</b>
Day of Year	62-64	Enter day request is submitted.

<u>Field Legend</u>	<u>Position(s)</u>	<u>Entry and Instructions</u>
Amount	65-73	Perpetuate from the SBR.
Unit Price	74-80	Enter the billed office DoDAAC from the SBR.

APPENDIX C17

REQUEST FOR ADJUSTMENT OF NON-FUEL BILLING

Billing Advice Code "52"

Billed by Interfund When Requisition Specified **Noninterfund** Billing

<u>Field Legend</u>	<u>Position(s)</u>	<u>Entry and Instructions</u>
<b>DI</b> Code	1-3	Enter <b>"FAE"</b> for initial request. Enter <b>"FAF"</b> for <b>followup</b> request. Enter "FAC" to cancel request.
RI Code	4-6	Perpetuate the billing RI code from the SBR ( <b>DI</b> code <b>FS_</b> ).
Recipient of Billing Status Code	7	Enter the applicable code.
Stock Number	8-22	Leave blank.
U/I Code	23-24	Leave <b>blank</b> .
Quantity	25-29	Leave blank.
Document Number	30-43	Leave blank.
Suffix Code	44	Leave blank.
Supplementary Address	45-50	Leave blank.
Signal Code	51	Leave blank.
Fund Code	52-53	Leave blank.
Bill Number	54-58	Perpetuate from SBR.
Billing Advice Code	59-61	Enter:  59 Blank or character significant to requestor.  60-61 "52"
Day of Year	62-64	Enter day request is submitted.



<u>Field Legend</u>	<u>Position(s)</u>	<u>Entry and Instructions</u>	
Amount	65-73	Perpetuate from the SBR.	
Unit Price	74-80	Enter the billed office DoDAAC from the SBR.	

## APPENDIX C18

REQUEST FOR ADJUSTMENT OF NON-FUEL BILLING

Billing Advice Code "55"

Refer to Accompanying Letter of Explanation

<u>Field Legend</u>	<u>Position(s)</u>	<u>Entry and Instructions</u>
<b>DI</b> Code	1-3	Enter <b>"FAE"</b> for initial request. Enter <b>"FAF"</b> for <b>followup</b> request. Enter "FAC" to cancel request.
<b>RI</b> Code	4-6	Perpetuate from the detail billing record <b>(DBR)</b> .
Recipient of Billing Status Code	7	Enter the applicable code.
Stock Number	8-22	Perpetuate from the DBR.
U/I Code	23-24	Perpetuate from the DBR.
Quantity	25-29	Perpetuate from the DBR.
Document Number	30-43	Perpetuate from the DBR.
Suffix Code	44	Perpetuate from the DBR.
<b>DODAAC</b>	45-50	Perpetuate from the DBR.
Signal Code	51	Perpetuate from the DBR.
Fund Code	52-53	Perpetuate from the DBR.
Bill Number	54-58	Perpetuate from the DBR.
Billing Advice Code	59-61	Enter appropriate code:  59 Blank or character significant to requestor.  60-61 "55"
Day of Year	62-64	Enter day request is submitted.

<u>Field Legend</u>	<u>Position(s)</u>	<u>Entry and Instructions</u>
Amount	65-73	Perpetuate from the DBR.
Unit Price	74-80	Perpetuate from the DBR.

## APPENDIX C19 "

## REPLY TO REQUEST FOR ADJUSTMENT OF NON-FUEL BILLING

<u>Field Legend</u>	<u>Position(s)</u>	<u>Entry and Instructions</u>
<b>DI</b> Code	1-3	Enter "FAR" to reply to initial or cancellation request. Enter "FAS" to reply to <b>followup</b> request.
RI Code	4-6	Perpetuate from the request (DI codes FAE, FAC, <b>FAF</b> ).
Recipient of Billing Status Code	7	Perpetuate from the request.
Stock Number	8-22	Perpetuate from the request.
U/I Code	23-24	Perpetuate from the request.
Quantity	25-29	Perpetuate from the request.
Document Number	30-43	Perpetuate from the request.
Suffix Code	44	Perpetuate from the request.
Supplementary Address	45-50	Perpetuate from the request.
Signal Code	51	Perpetuate from the request.
Fund Code	52-53	Perpetuate from the request.
Bill Number	54-58	When the billing status code is <b>"AI"</b> or "DD" enter the <b>bill</b> number under which the adjustment or <b>bill</b> was processed. Otherwise, perpetuate from the request.
Billing Status Code	59-61	Enter:  59 Blank or character significant to the billing office.  60-61 Applicable status code.
Day of the Year	62-64	Enter day of year response is prepared. Must be forwarded within 3 calendar days of this day.

<u>Field Legend</u>	<u>Position(s)</u>	<u>Entry and Instructions</u>	
Amount	65-73	Enter the adjustment amount.	
Unit Price	74-80	Perpetuate from the request.	

## APPENDIX C20

REQUEST FOR ADJUSTMENT OF FUEL BILLING

Billing Advice Code "11"

Duplicate Bill Received

<u>Field Legend</u>	<u>Position(s)</u>	<u>Entry and Instructions</u>
<b>DI</b> Code	1-3	Enter <b>"FJE"</b> for initial request. Enter <b>"FJF"</b> for <b>followup request.</b> Enter <b>"FJC"</b> to cancel request.
<b>RI</b> Code	4-6	Perpetuate from duplicate detail billing record <b>(DBR).</b>
Recipient of Billing Status Code	7	Enter the applicable code.
Stock Number	8-20	Perpetuate from duplicate DBR.
Blank	21-22	Leave blank.
Quantity	23-29	Perpetuate from duplicate DBR.
Document Number	30-43	Perpetuate from duplicate DBR.
Suffix Code	44	Perpetuate from duplicate DBR.
Supplementary Address	45-50	Perpetuate from duplicate DBR.
Signal Code	51	Perpetuate from duplicate DBR.
Fund Code	52-53	Perpetuate from duplicate DBR or enter other appropriate fund code.
Bill Number	54-58	Perpetuate from duplicate DBR.
Billing Advice Code	59-61	Enter:  59 Blank or character significant to requestor.  <b>60-61 "11"</b>
Day of the Year	62-64	Enter day request is submitted.

<u>Field Legend</u>	<u>Position(s)</u>	<u>Entry and Instructions</u>
Amount	65-73	Perpetuate from duplicate DBR.
Unit Price	74-80	Enter: 74-78 bill number under which original billing was processed.  79-80 leave blank.

APPENDIX C21

REQUEST FOR ADJUSTMENT OF FUEL BILLING

Billing Advice Code "12"

Wrong Amount **Billed**

<u>Field Legend</u>	<u>Position(s)</u>	<u>Entry and Instructions</u>
<b>DI</b> Code	1-3	Enter <b>"FJE"</b> for initial request. Enter <b>"FJF"</b> for <b>followup</b> request. Enter <b>"FJC"</b> to <b>cancel</b> request.
RI Code	4-6	Perpetuate from the detail billing record <b>(DBR)</b> .
Recipient of Billing Status Code	7	Enter the applicable code.
Stock Number	8-20	Perpetuate from the DBR.
<b>Blank</b>	21-22	Leave <b>blank</b> .
Quantity	23-29	Enter correct quantity.
Document Number	30-43	Perpetuate from the DBR.
Suffix Code	44	Perpetuate from the DBR.
Supplementary Address	45-50	Perpetuate from the DBR.
<b>Signal</b> Code	<b>51</b>	Perpetuate from the <b>DBR</b> .
Fund Code	52-53	Perpetuate from the DBR or enter other appropriate fund code.
Bill Number	54-58	Perpetuate from the DBR.
Billing Advice Code	59-61	Enter:  59 Blank or character significant to requester.  60-61 <b>"12"</b>
Day of Year	62-64	Enter day request is submitted?



<u>Field Legend</u>	<u>Position(s)</u>	<u>Entry and Instructions</u>
Amount	65-73	Enter the amount of adjustment <b>(credit</b> or additional charge) requested.
Unit Price	74-80	Enter the amount of the over or under charge in the unit price.

## APPENDIX C22

REQUEST FOR ADJUSTMENT OF FUEL BILLINGBilling **Advice** Code "13"

Wrong Office Billed

<u>Field Legend</u>	<u>Position(s)</u>	<u>Entry and Instructions</u>
<b>DI</b> Code	1-3	Enter " <b>FJE</b> " for initial request. Enter " <b>FJF</b> " for <b>followup</b> request. Enter " <b>FJC</b> " to cancel request.
<b>RI</b> Code	4-6	Perpetuate from the detail billing record ( <b>DBR</b> ).
Recipient of Billing Status Code	7	Enter the applicable code.
Stock Number	8-20	Perpetuate from the DBR.
Blank	21-22	Leave blank.
Quantity	25-29	Perpetuate from the DBR.
Document Number	30-43	Perpetuate from the DBR.
Suffix Code	44	Perpetuate from the DBR.
Supplementary Address	45-50	Perpetuate from the DBR.
Signal Code	51	Perpetuate from the DBR.
Fund Code	52-53	Perpetuate from the DBR.
Bill Number	54-58	Perpetuate from the DBR.
Billing Advice Code	59-61	Enter:  59 Blank or character significant to requestor.  60-61 " <b>13</b> "
Day of Year	62-64	Enter day request is submitted.
Amount	65-73	Perpetuate from the DBR.
Unit Price	74-80	Perpetuate from the DBR.

## APPENDIX C23

REQUEST FOR ADJUSTMENT OF FUEL BILLING

Billing Advice Code "14"

Bill Received for **Nonreimbursable** Requisition

<u>Field Legend</u>	<u>Position(s)</u>	<u>Entry and Instructions</u>
<b>DI</b> Code	1-3	Enter "FJE" for initial request. Enter "FJF" for <b>followup</b> request. Enter "FJC" to cancel request.
RI Code	4-6	Perpetuate from the detail billing record <b>(DBR)</b> .
Recipient of Billing Status Code	7	Enter the applicable code.
Stock Number	8-20	Perpetuate from the DBR.
Blank	21-22	Leave blank.
Quantity	25-29	Perpetuate from the DBR.
Document Number	30-43	Perpetuate from the DBR.
Suffix Code	44	Perpetuate from the DBR.
Supplementary Address	45-50	Perpetuate from the DBR.
Signal Code	51	Perpetuate from the DBR.
Fund Code	52-53	Perpetuate from the DBR or enter other appropriate fund code.
Bill Number	54-58	Perpetuate from the DBR.
Billing Advice Code	59-61	Enter:  59 Blank or character significant to requestor.  60-61 "14"
Day of Year	62-64	Enter day request is submitted..

<u>Field Legend</u>	<u>Position(s)</u>	<u>Entry and Instructions</u>	
Amount	65-73	Perpetuate from the DBR.	
Unit Price	74-80	Perpetuate from the DBR.	

## APPENDIX C24

REQUEST FOR ADJUSTMENT OF FUEL BILLING

Billing Advice Code "15"

Duplicate Bill Received

<u>Field Legend</u>	<u>Position(s)</u>	<u>Entry and Instructions</u>
<b>DI</b> Code	1-3	Enter <b>"FJE"</b> for initial request. Enter <b>"FJF"</b> for <b>followup</b> request. Enter <b>"FJC"</b> to cancel request.
<b>RI</b> Code	4-6	Perpetuate from the detail billing record <b>(DBR)</b> .
Recipient of Billing Status Code	7	Enter the applicable code.
Stock Number	8-20	Leave blank.
Blank	21-22	Leave blank.
Quantity	23-29	Leave blank.
Document Number	30-43	Leave blank.
Suffix Code	44	Leave blank.
Supplementary Address	45-50	Perpetuate from the DBR.
Signal Code	51	Perpetuate from the DBR.
Fund Code	52-53	Perpetuate from the DBR or enter other appropriate fund code.
Bill Number	54-58	Perpetuate from the DBR.
Billing Advice Code	59-61	Enter:  59 Blank or character significant to requestor.  60-61 <b>"15"</b>

<u>Field Legend</u>	<u>Position(s)</u>	<u>Entry and Instructions</u>	<u>Notes</u>
Day of Year	62-64	Enter day request is submitted.	
Amount	65-73	Perpetuate from the DBR.	
Unit Price	74-80	Perpetuate from the DBR.	

APPENDIX C25

REQUEST FOR ADJUSTMENT OF FUEL BILLING

Billing Advice Code "17"

Bill Received For **Cancelled Requisition**

<u>Field Legend</u>	<u>Position(s)</u>	<u>Entry and Instructions</u>
DI Code	1-3	Enter "FJE" for initial request. Enter "FJF" for <b>followup</b> request. Enter "FJC" to cancel request.
RI Code	4-6	Perpetuate from the detail billing record <b>(DBR)</b> .
Recipient of Billing Status Code	7	Enter the applicable code.
Stock Number	8-20	Perpetuate from the DBR.
Blank	21-22	Leave blank.
Quantity	23-29	Perpetuate from the DBR.
Document Number	30-43	Perpetuate from the DBR.
Suffix Code	44	Perpetuate from the DBR.
Supplementary Address	45-50	Perpetuate from the DBR.
Signal Code	51	Perpetuate from the DBR.
Fund Code	52-53	Perpetuate from the DBR or enter other appropriate fund code.
Bill Number	54-58	Perpetuate from the DBR.
Billing Advice Code	59-61	Enter:  59 Blank or character significant to requestor.  60-61 "17"
Day of Year	62-64	Enter day request is submitted.

<u>Field Legend</u>	<u>Position(s)</u>	<u>Entry and Instructions</u>
Amount	65-73	Perpetuate from the DBR.
Unit Price	74-80	74-77 Enter year within decade and the day of the year cancellation confirmed (YDDD).  78-80 Leave blank.



## APPENDIX C26

REQUEST FOR ADJUSTMENT OF FUEL BILLING**Billing** Advice Code "18"

Bill Received for Backordered Material

<u>Field Legend</u>	<u>Position(s)</u>	<u>Entry and Instructions</u>
<b>DI</b> Code	1-3	Enter <b>"FJE"</b> for initial <b>request</b> . Enter <b>"FJF"</b> for <b>followup</b> request. Enter <b>"FJC"</b> to <b>cancel</b> request.
RI Code	4-6	Perpetuate from the detail billing record ( <b>DBR</b> ).
Recipient of Billing Status Code	7	<b>Enter</b> the applicable code.
Stock Number	8-20	Perpetuate from the DBR.
<b>B</b> lank	21-22	Leave blank.
Quantity	23-29	Perpetuate from the DBR.
Document Number	30-43	Perpetuate from the DBR.
Suffix Code	44	Perpetuate from the DBR.
Supplementary Address	45-50	Perpetuate from the DBR.
Signal Code	51	Perpetuate from the <b>DBR</b> .
Fund Code	52-53	Perpetuate from the DBR or enter other appropriate fund code.
<b>Bill</b> Number	54-58	Perpetuate from the DBR.
Billing Advice Code	59-61	E n t e r :  59 Blank or character significant to requestor.  60-61 <b>"18"</b>
Day of Year	62-64	Enter day request is submitted,

<u>Field Legend</u>	<u>Position(s)</u>	<u>Entry and Instructions</u>	<u>Notes</u>
Amount	65-73	Perpetuate from the DBR.	
Unit Price	74-80	Perpetuate from the DBR.	

## APPENDIX C27

REQUEST FOR ADJUSTMENT OF FUEL BILLING

Billing Advice Code "19"

Incomplete Bill: Detail Billing Records **Do,Not** Support Amount Billed

<u>Field Legend</u>	<u>Position(s)</u>	<u>Entry and Instructions</u>
<b>DI</b> Code	1-3	Enter " <b>FJE</b> " for initial request. Enter " <b>FJF</b> " for followup request. Enter " <b>FJC</b> " to cancel request.
RI Code	4-6	Perpetuate from the detail billing record ( <b>DBR</b> ).
Recipient of Billing Status Code	7	Enter the applicable code.
Stock Number	8-20	Leave blank.
Blank	21-22	Leave blank.
Quantity	23-29	Leave blank.
Document Number	30-43	Enter:  30-35 Billed Office DoDAAC. 36-43 Assigned by requestor.
Suffix Code	44	Leave blank.
Supplementary Address	45-50	Leave blank.
Signal Code	51	Leave <b>blank</b> .
Fund Code	52-53	Perpetuate from the SBR.
Bill Number	54-58	Perpetuate from the SBR.
Billing Advice Code	59-61	Enter:  59 Blank or character significant to requestor.  60-61 "19"

<u>Field Legend</u>	<u>Position(s)</u>	<u>Entry and Instructions</u>
Day of Year	62-64	Enter day request is submitted.
Amount	65-73	Enter the amount unsupported.
Unit Price	74-80	Leave blank.

APPENDIX C28

REQUEST FOR ADJUSTMENT OF FUEL BILLING

Billing Advice Code "20"

Bill Received Following Billing **Office** Reply that  
Billing Could Not be Rendered

<u>Field Legend</u>	<u>Position(s)</u>	<u>Entry and Instructions</u>
<b>DI</b> Code	1-3	Enter " <b>FJE</b> " for initial request. Enter " <b>FJF</b> " for <b>followup</b> request. Enter " <b>FJC</b> " to cancel request.
RI Code	4-6	Perpetuate from the detail billing record ( <b>DBR</b> ).
Recipient of Billing Status Code	7	Enter the applicable code.
Stock Number	8-20	Perpetuate from the DBR.
<b>Blank</b>	21-22	Leave blank.
Quantity	23-29	Perpetuate from the DBR.
Document Number	30-43	Perpetuate from the DBR.
Suffix Code	44	Perpetuate from the DBR.
Supplementary Address	45-50	Perpetuate from the DBR.
Signal Code	51	Perpetuate from the DBR.
Fund Code	52-53	Perpetuate from the DBR or enter other appropriate fund code.
Bill Number	54-58	Perpetuate from the DBR.
Billing Advice Code	59-61	Enter:  59 Blank or character significant to requestor.  60-61 "20"

<u>Field Legend</u>	<u>Position(s)</u>	<u>Entry and Instructions</u>
Day of Year	62-64	Enter day request is submitted.
Amount	65-73	Perpetuate from the DBR.
Unit Price	74-80	Perpetuate "from the DBR.

## APPENDIX C29

REQUEST FOR ADJUSTMENT OF FUEL BILLING

Billing Advice Code "21"

**DISREP** (SF 361) Submitted and Adjustment Not Received

<u>Field Legend</u>	<u>Position(s)</u>	<u>Entry and Instructions</u>
<b>DI</b> Code	1-3	Enter " <b>FJE</b> " for initial request. Enter " <b>FJF</b> " for <b>followup</b> request. Enter " <b>FJC</b> " to cancel request.
<b>RI</b> Code	4-6	Perpetuate from the detail billing record ( <b>DBR</b> ).
Recipient of Billing Status Code	7	Enter the applicable code.
Stock Number	8-20	Perpetuate from the DBR.
Blank	21-22	Leave blank.
Quantity	23-29	Enter discrepant quantity.
Document Number	30-43	Perpetuate from the DBR.
Suffix Code	44	Perpetuate from the DBR.
Supplementary Address	45-50	Perpetuate from the DBR.
Signal Code	51	Perpetuate from the DBR.
Fund Code	52-53	Perpetuate from the DBR or . enter other appropriate fund code.
Bill Number	54-58	Perpetuate from the DBR.
Billing Advice Code	59-61	Enter:  59 Blank or character significant to requestor.  60-61 "21"
Day of Year	62-64	Enter day request is submitted;

<u>Field Legend</u>	<u>Position(s)</u>	<u>Entry and Instructions</u>
Amount	65-73	Enter the amount of credit requested.
Unit Price	74-80	Enter:  74-77 year within decade and day of year SF 361 was submitted (YDDD).  78-80 Leave blank.



## APPENDIX C30

REQUEST FOR ADJUSTMENT OF FUEL BILLING

Billing Advice Code "23"

Promised Adjustment Not Received

<u>Field Legend</u>	<u>Position(s)</u>	<u>Entry and Instructions</u>
<b>DI</b> Code	1-3	Enter <b>"FJE"</b> for initial request. Enter <b>"FJF"</b> for <b>followup</b> request. Enter <b>"FJC"</b> to cancel request.
<b>RI</b> Code	4-6	Perpetuate from the reply (DI code FJR or FJS record).
Recipient of Billing Status Code	7	Enter the applicable code.
Stock Number	8-20	Perpetuate from the reply.
Blank	21-22	Leave blank.
Quantity	23-29	Perpetuate from the reply.
Document Number	30-43	Perpetuate from the reply.
Suffix Code	44	Perpetuate from the reply.
Supplementary Address	45-50	Perpetuate from the reply.
Signal Code	51	Perpetuate from the reply.
Fund Code	52-53	Perpetuate from the reply.
Bill Number	54-58	Perpetuate from the reply.
Billing Advice Code	59-61	Enter:  59 Blank or character significant to requestor.  60-61 <b>"23"</b>
Day of Year	62-64	Enter day request is submitted.

<u>Field Legend</u>	<u>Position(s)</u>	<u>Entry and Instructions</u>	
Amount	65-73	Enter the amount of the adjustment promised.	
Unit Price	74-80	Enter:  74-77 year within decade and day of year adjustment promised <b>(YDDD)</b> .  78-80 Leave <b>blank</b> .	

## APPENDIX C31

REQUEST FOR ADJUSTMENT OF FUEL BILLING

Billing Advice Code "24"

Reply to **QDR** (SF 368) Promised Adjustment-, Adjustment Not Received

<u>Field Legend</u>	<u>Position(s)</u>	<u>Entry and Instructions</u>
<b>DI</b> Code	1-3	Enter " <b>FJE</b> " for initial request. Enter " <b>FJF</b> " for <b>followup</b> request. Enter " <b>FJC</b> " to cancel request.
<b>RI</b> Code	4-6	Enter the RI code of the office which replied to the Quality Deficiency Report ( <b>QDR</b> ).
Recipient of Billing Status Code	7	Enter the applicable code.
Stock Number	8-20	Perpetuate from the QDR.
Blank	21-22	Leave blank.
Quantity	23-29	Perpetuate from the QDR.
Document Number	30-43	Perpetuate from the QDR.
Suffix Code	44	Perpetuate from the <b>QDR</b> .
Supplementary Address	45-50	Perpetuate from the QDR.
Signal Code	51	Perpetuate from the <b>QDR</b> .
Fund Code	52-53	Perpetuate from the QDR.
Bill Number	54-58	Enter bill number under which item <b>was</b> billed, if known. Otherwise, leave blank.
Billing Advice Code	59-61	Enter: 59 Blank or character significant to requester. 60-61 "24"

<u>Field Legend</u>	<u>Position(s)</u>	<u>Entry and Instructions</u>
Day of Year	62-64	Enter day request is submitted.
Amount	65-73	Enter the amount of the adjustment promised.
Unit Price	74-80	<b>Enter:</b> ,  74-77 year within decade and the day of the year adjustment promised.  78-80 Leave blank.

## APPENDIX C32

REQUEST FOR ADJUSTMENT OF FUEL BILLING

Billing Advice Code "26"

Reply to ROD (SF 364) Promised Adjustment- Adjustment Not Received

<u>Field Legend</u>	<u>Position(s)</u>	<u>Entry and Instructions</u>
DI Code	1-3	Enter "FJE" for initial request. Enter "FJF" for <b>followup</b> request. Enter "FJC" to cancel request.
RI Code	4-6	Perpetuate from the detail billing record (DBR).
Recipient of Billing Status Code	7	Enter the applicable code.
Stock Number	8-20	Perpetuate from the DBR.
Blank	21-22	Leave <b>blank</b> .
Quantity	23-29	Perpetuate from the DBR.
Document Number	30-43	Perpetuate from the DBR.
Suffix Code	44	Perpetuate from the DBR.
Supplementary Address	45-50	Perpetuate from the DBR.
Signal Code	51	Perpetuate from the DBR.
Fund Code	52-53	Perpetuate from the DBR.
Bill Number	54-58	Perpetuate from the DBR.
Billing Advice Code	59-61	Enter:  59 Blank or character significant to requester.  60-61 "26"
Day of year	62-64	Enter day request is submitted.

<u>Field Legend</u>	<u>Position(s)</u>	<u>Entry and Instructions</u>
Amount	65-73	Perpetuate from the DBR.
<b>Unit</b> Price	74-80	Enter:  74-77 year within decade and <b>day</b> of year of ROD reply.  78-80 Leave blank.

## APPENDIX C33

REQUEST FOR ADJUSTMENT OF FUEL BILLING

Billing Advice Code "34"

Requisitioned Materiel Received- Request Billing Status

<u>Field Legend</u>	<u>Position(s)</u>	<u>Entry and Instructions</u>
<b>DI</b> Code	1-3	Enter <b>"FJE"</b> for initial request. Enter <b>"FJF"</b> for <b>followup</b> request. Enter <b>"FJC"</b> to cancel request.
RI Code	4-6	Perpetuate from the requisition.
Recipient of Billing Status Code	7	Enter the applicable code.
Stock Number	8-20	Perpetuate from the requisition.
Blank	21-22	Leave blank.
Quantity	23-29	Perpetuate from the requisition.
Document Number	30-43	Perpetuate from the requisition.
Suffix Code	44	Perpetuate from the requisition.
Supplementary Address	45-50	Perpetuate from the requisition.
Signal Code	51	Perpetuate from the requisition.
Fund Code	52-53	Perpetuate from the requisition.
Bill Number	54-58	Enter the year and month the materiel was received:  54-55 Decade and year  56-58 Month
Billing Advice Code	59-61	Enter:  59 Blank or character significant to requestor.  60-61 <b>"34"</b>

<u>Field Legend</u>	<u>Position(s)</u>	<u>Entry and Instructions</u>	
Day of Year	62-64	Enter day request is submitted.	
Amount	65-73	Leave blank.	
Unit Price	74-80	Leave blank.	



## APPENDIX C34

REQUEST FOR ADJUSTMENT OF FUEL BILLINGBilling Advice Code **"41"**

Request Copy of Billing

<u>Field Legend</u>	<u>Position(s)</u>	<u>Entry and Instructions</u>
<b>DI</b> Code	1-3	Enter <b>"FJE"</b> for initial request. Enter <b>"FJF"</b> for <b>followup</b> request. Enter <b>"FJC"</b> to cancel request.
<b>RI</b> Code	4-6	Enter the <b>RI</b> code of the billing office.
Recipient of Billing Status Code	7	Enter the applicable code.
Stock Number	8-20	Leave blank.
<b>Blank</b>	21-22	Leave blank.
Quantity	23-29	Leave blank.
Document Number	30-43	Enter:  30-35 <b>DoDAAC</b> of the billed office.  36-40 Leave blank,  41-43 Year within decade and month of billing ( <b>YDDD</b> ).
Suffix Code	44	Leave blank.
Supplementary Address	45-50	Enter DoDAAC to which copy is to be sent if different from the DoDAAC of the billed office. Otherwise, leave blank.
Signal Code	51	Leave <b>blank</b> .
Fund Code	52-53	Leave blank.

<u>Field Legend</u>	<u>Position(s)</u>	<u>Entry and Instructions</u>
Bill Number	54-58	Enter the bill number of the requested bill.
Billing Advice Code	59-61	Enter:  59 Blank or character significant to request or.  60-61 "41"
Day of Year	62-64	Enter day request is submitted.
Amount	65-73	If known, enter the amount of the bill being requested. Otherwise, leave blank.
Unit Price	74-80	Leave blank.

## APPENDIX C35

REQUEST FOR ADJUSTMENT OF FUEL BILLING

Billing Advice Code "51"

Unable to Process Bill Under Interfund Procedures

<u>Field Legend</u>	<u>Position(s)</u>	<u>Entry and Instructions</u>
DI Code	1-3	Enter "FJE" for initial request. Enter "FJF" for <b>followup</b> request. Enter "FJC" to cancel request.
RI Code	4-6	Perpetuate the billing <b>RI code</b> from the SBR (III code <b>FS_</b> ).
Recipient of Billing Status Code	7	Enter the applicable code.
Stock Number	8-20	Leave <b>blank</b> .
Blank	21-22	Leave blank.
Quantity	23-29	Leave blank.
Document Number	30-43	Leave blank.
Suffix Code	44	Leave blank.
Supplementary Address	45-50	Leave blank.
Signal Code	51	Leave blank.
Fund Code	52-53	Leave <b>blank</b> .
Bill Number	54-58	Perpetuate from SBR.
Billing Advice Code	59-61	Enter:  59 Blank or character significant to requestor.  60-61 "51"
Day of Year	62-64	Enter day request is submitted.

<u>Field Legend</u>	<u>Position(s)</u>	<u>Entry and Instructions</u>
Amount	65-73	Perpetuate from the SBR.
Unit Price	74-80	Enter the billed office DoDAAC from the SBR.

## APPENDIX C36

REQUEST FOR ADJUSTMENT OF FUEL BILLING

Billing Advice Code "52"

Billed by **Interfund** When Requisition Specified **Noninterfund** Billing

<u>Field Legend</u>	<u>Position(s)</u>	<u>Entry and Instructions</u>
<b>DI</b> Code	1-3	Enter " <b>FJE</b> " for initial request. Enter " <b>FJF</b> " for <b>followup</b> request. Enter " <b>FJC</b> " to cancel request.
<b>RI</b> Code	4-6	Perpetuate the billing <b>RI</b> code from the SBR ( <b>DI</b> code <b>FS_</b> ).
Recipient of Billing Status Code	7	Enter the applicable code.
Stock Number	8-20	Leave blank.
Blank	21-22	Leave blank.
Quantity	23-29	Leave blank.
Document Number	30-43	Leave blank.
Suffix Code	44	Leave blank.
Supplementary Address	45-50	Leave blank.
Signal Code	51	Leave blank.
Fund Code	52-53	Leave blank.
Bill Number	54-58	Perpetuate from SBR.
Billing Advice Code	59-61	Enter:  59 Blank or character significant to requestor.  60-61 "52"
Day of Year	62-64	Enter day request is submitted.

<u>Field Legend</u>	<u>Position(s)</u>	<u>Entry and Instructions</u>
Amount	65-73	Perpetuate from the SBR.
Unit Price	74-80	Enter the billed office DoDAAC from the SBR.

## APPENDIX C37

REQUEST FOR ADJUSTMENT OF FUEL BILLING

Billing Advice Code "55"

Refer to Accompanying Letter of Explanation

<u>Field Legend</u>	<u>Position(s)</u>	<u>Entry and Instructions</u>
<b>DI</b> Code	1-3	Enter " <b>FJE</b> " for initial request. Enter " <b>FJF</b> " for <b>followup</b> request. Enter " <b>FJC</b> " to cancel request.
RI Code	4-6	Perpetuate from the detail billing record ( <b>DBR</b> ).
Recipient of Billing Status Code	7	Enter the applicable code.
Stock Number	8-20	Perpetuate from the DBR.
<b>Blank</b>	21-22	Leave blank.
Quantity	23-29	Perpetuate from the DBR.
Document Number	30-43	Perpetuate from the DBR.
Suffix Code	44	Perpetuate from the DBR.
<b>DODAAC</b>	45-50	Perpetuate from the DBR.
Signal Code	51	Perpetuate from the DBR.
Fund Code	52-53	Perpetuate from the DBR.
Bill Number	54-58	Perpetuate from the DBR.
Billing Advice Code	59-61	Enter appropriate code:  59 Blank or character significant to requestor.  60-61 "55"
Day of Year	62-64	Enter day request is submitted.

<u>Field Legend</u>	<u>Position(s)</u>	<u>Entry and Instructions</u>
Amount	65-73	Perpetuate from the DBR.
Unit Price	74-80	Perpetuate from the DBR.



## APPENDIX C38

## REPLY TO REQUEST FOR ADJUSTMENT OF FUEL BILLING

<u>Field Legend</u>	<u>Position(s)</u>	<u>Entry and Instructions</u>
<b>DI</b> Code	1-3	Enter "FJR" to reply to initial or cancellation request. Enter " <b>FJS</b> " to reply to <b>followup</b> request.
<b>RI</b> Code	4-6	Perpetuate from the request (DI codes <b>FJE</b> , <b>FJC</b> , <b>FJF</b> ).
Recipient of Billing Status Code	7	Perpetuate from the request.
Stock Number	8-20	Perpetuate from the request.
Blank	21-22	Leave blank.
Quantity	23-29	Perpetuate from the request.
Document Number	30-43	Perpetuate from the request.
Suffix Code	44	Perpetuate from the request.
Supplementary Address	45-50	Perpetuate from the request.
Signal Code	51	Perpetuate from the request.
Fund Code	52-53	Perpetuate from the request.
Bill Number	54-58	When the billing status code is " <b>AI</b> " or " <b>DD</b> " enter the bill number under which the adjustment or bill was processed. Otherwise, perpetuate from the request.
Billing Status Code	59-61	Enter:  59 Blank or character significant to the billing office.  60-61 Applicable status code.
Day of the Year	62-64	Enter day of year response is prepared. Must be forwarded within 3 calendar days of this day.

<u>Field Legend</u>	<u>Position(s)</u>	<u>Entry and Instructions</u>
Amount	65-73	Enter the adjustment amount.
Unit Price	74-80	Perpetuate from the request.

## APPENDIX C39

REPLY TO FOLLOWUP FOR MATERIEL RETURNS PROGRAM CREDIT

<u>Field Legend</u>	<u>Position(s)</u>	<u>Entry and Instructions</u>
DI Code	1-3	Enter <b>"FTB"</b> .
RI Code	4-6	Perpetuate from the DI code FTP, <b>Followup</b> for MRP Credit (hereafter referred to as "followUp").
Media and Status Code	7	Perpetuate from the <b>followup</b> .
Stock Number	8-22	Perpetuate from the <b>followup</b> .
U/I Code	23-24	Perpetuate from the <b>followup</b> .
Quantity	25-29	Perpetuate from the <b>followup</b> .
Document Number	30-43	Perpetuate from the <b>followup</b> .
Suffix	44	Perpetuate from the <b>followup</b> .
Supplementary Address	45-50	Perpetuate from the <b>followup</b> .
Signal Code	51	Perpetuate from the <b>followup</b> .
Fund Code	52-53	Perpetuate from the followup.
Blank	54-56	Leave <b>blank</b> .
Project Code	57-59	Perpetuate from the followup.
Priority Code	60-61	Perpetuate from the <b>followup</b> .
Day of Year	62-64	Enter day of reply.
Excess Transaction Status Code	65-66	Enter applicable code from <b>MILSTRIP</b> (reference(s)).
Blank	67-75	Leave blank.
Bill Number	76-80	Enter bill number under which credit was processed. If credit was not processed, leave blank.

## APPENDIX C40

FOLLOWUP FOR MATERIEL RETURNS PROGRAM CREDIT

<u>Field Legend</u>	<u>Position(s)</u>	<u>Entry and Instructions</u>
DI Code	1-3	Enter "FTP".
RI Code	4-6	Perpetuate from the <b>DI</b> code FTZ, <b>ICP/IMM</b> Materiel Receipt Status (hereafter referred to as "receipt status").
Media and Status Code	7	Perpetuate from the <b>DI</b> Code FTM, Shipment Status- MRP or receipt document.
Stock Number	8-22	Perpetuate from receipt status.
U/I Code	23-24	Perpetuate from receipt status.
Quantity	25-29	Perpetuate from receipt status.
Document Number	30-43	Perpetuate from receipt status.
Suffix	44	Perpetuate from receipt status.
Supplementary Address	45-50	Perpetuate from receipt status.
Signal Code	51	Perpetuate from receipt status.
Fund Code	52-53	Perpetuate from receipt status.
Blank	54-56	Leave blank,
Project Code	57-59	Perpetuate from receipt status.
Priority Code	60-61	Perpetuate from receipt status.
Day of Year	62-64	Enter receipt day from the receipt status.
Excess Transaction Status Code	65-66	Enter applicable code from <b>MILSTRIP</b> (reference(s)).
RI Code	67-69	Enter <b>RI</b> code of the reporting activity.
Blank	70	Leave blank.

<u>Field</u>	<u>Legend</u>	<u>Position(s)</u>	<u>Entry and Instructions</u>
Supply Code	Condition	71	Perpetuate from receipt status.
Amount		72-80	Perpetuate the "expected credit" from the receipt status.

## APPENDIX C41

REQUEST FOR RETRANSMISSION OF INTERFUND BILL

<u>Field Legend</u>	<u>Position(s)</u>	<u>Entry and Instructions</u>
<b>DI</b> Code	1-3	<b>QB1.</b>
RI Code	4-6	Enter RI Code <b>"SGA"</b> (for <b>DAASO</b> ).
Blank	7-29	Blank.
Recipient	30-35	Enter <b>DoDAAC</b> of the office to which the bill copy is to be forwarded (if blank or invalid request will be rejected).
Year within Decade and Month	36-38	Enter the year within decade and month <b>(YDDD)</b> from the SBR.
Blank	39	Blank.
Bill Number	40-44	Enter bill number from SBR.
Billing Office	45-50	Enter billing office <b>DoDAAC</b> from SBR.
Blank	51-69	Blank.
Type Inquiry	70	Enter "A".
Blank	71-80	Blank.